

**MINUTES OF
FACILITIES PLANNING AND IMPLEMENTATION COMMITTEE**

Tuesday, January 11, 2005 5:00 p.m.
Warren Green Building, 2nd Floor Conference Room
10 Hotel Street, Warrenton, Virginia 20186

Present:

William G. Downey, Board of Supervisors
Richard Robison, Board of Supervisors
Anthony I. Hooper, Deputy County Administrator
Paul McCulla, Acting County Administrator
Kevin Burke, Acting County Attorney
Butch Farley, Director, General Services
Bryan Tippie, Acting Director, Finance
Tom Boyer, Deputy Director, General Services
Wanda Mercer, Executive Assistant, General Services

Guests:

Gail Barb, Circuit Court
Maria Del Rosso, Library
Kay Jackson, Project Manager
Larry Miller, Parks & Recreation
Barbara Severin, Library Board
Helen Zaleski, Circuit Court

Mr. William Downey called the meeting to order at 5:10p.m. on Tuesday, January 11, 2005.

Minutes of December 14, 2004 Meeting

Mr. Robison requested that the following sentence be added to the **Library Parking** paragraph on page 2, "The Library Board has not seen the actual report, but does have a memo which summarizes the study. Mrs. Severin will provide copies of the memo to FPIC members." With this addition, the minutes were approved as published.

Project Review Update – Warren Green Closeout

Mr. Tony Hooper reviewed the draft correspondence to Tren summarizing conversations regarding unacceptable work and deductions from Tren's contract. Fauquier County retains \$99,000. Two items need to be completed to receive the final occupancy permit. One item is a clean out trap that needs to be installed and the second is a vent issue that was not re-inspected by the Town of Warrenton. Mr. Downey recommended keeping the retainage larger than the identified \$37,301 identified until the final occupancy permit is completed. Red-line (as-builts) drawings except plumbing have been located and are under review. Two working counters were installed incorrectly by the contractor. Chairs will be purchased by the contractor to correct this. Mr. Boyer anticipates having solutions to the remaining items by the February FPIC meeting. Mr. Downey requested a summary of the project expenses be supplied by the next meeting. Mr.

Robison reported that the new columns around the building are hollow; the old ones are solid wood.

Project Review – Courthouse / Adult Detention Center

Ms. Kay Jackson, Project Manager with MBP, briefed members stating that the Courthouse project is on schedule. Courtroom window production was stopped and the window needs to be redesigned. There is no cost savings in the elevator change. The drilled piston elevator will be replaced with a gearless traction elevator. Schlosser's original dry wall contractor backed out of the contract. If there is a delay, it will be a contractor-caused delay, at no cost to the County. Ms. Jackson advised the committee that the Courthouse windows are in dire need of replacement. Ms. Jackson will request a quote and other options for window replacement, including a complete replacement as well as a glass-only replacement. It was also noted that some acoustical panels in the courtroom were water-damaged and also need to be replaced. She will be working with the contractor and designer to assess this situation.

The Adult Detention Center project is progressing. Ms. Jackson expects a time extension request due to the delays of getting access and delays in getting the controls trailer. No application for payment has been received. The schedule of values should be received on January 12, 2005; however, there are no costs for the 33 change orders Ms. Jackson has in hand. Ninety percent (90%) of the change orders were issued under construction directive to proceed.

Parks and Recreation Projects

No discussion was held.

Project Review – John Barton Payne Building

No discussion was held.

Projects Under Preliminary Development

Sheriff's Office - Mr. Boyer reported the through-the-wall air conditioning units are in need of replacement. He will provide more information at the next FPIC meeting.

320 Office Building – The roof has had several patched sections. The HVAC needs to be replaced. Prices will be reported at the next committee meeting.

320 Data Center – An emergency backup is needed for the data room during power outages as well as additional dedicated HVAC systems. Additional information will be provided at the next FPIC meeting.

Central Storage Area - Centralized storage with sprinklers needs to be considered. The current storage facility offers no security and is in a Morton building made of metal and wood.

Next Meeting Date

The next meeting of the Facilities Planning and Implementation Committee will be Tuesday, February 8, 2005, at 5:00 p.m. Mr. Downey and Mr. Robison will visit the Jail at 4:30 p.m.

Future Items

The Extension Office will be invited to discuss its CIP submission at the February 2005 meeting.

With no further business the meeting adjourned at 6:25 p.m.